

The following questions are commonly asked regarding requests for Phoenix Police Off-Duty Officers:

Q: Does the Phoenix Police Department allow its officers to work off-duty jobs?

A: Yes, as long as the officers are approved through their Chain of Command.

Q: What types of jobs are Phoenix Police Officers available to work?

A: Officers can be hired to work various security jobs and traffic control. All requests must be approved by the Department on an individual basis.

Q: How do I know if an off-duty officer is right for my specific need?

A: Contacting the Off-Duty Work Detail is the best way to determine if an off-duty officer is right for your specific situation. The Off-Duty Work Detail can be reached at 602-262-7323 or by email at offdutydetail.ppd@phoenix.gov.

Q: What is an off-duty coordinator?

A: An off-duty coordinator is an authorized Phoenix Police or Reserve officer given the responsibility to staff needed positions for the business/vendor or citizen. They are responsible for billing and negotiating the cost for officers with businesses or citizens and also maintain the records required by the Department.

Q: Can I request a specific coordinator for my off-duty job?

A: Yes.

Q: How much does it cost to hire an off-duty officer?

A: Each job has unique characteristics that determine the rate that will be negotiated by the off-duty coordinator and the vendor. The Phoenix Police Department does not set the rate.

Q: Can I request a Marked Patrol Vehicle to be used for my off-duty job request?

A: Yes. The assigned coordinator is responsible to fill out a "Request for Marked Patrol Vehicle for Off-Duty Work" form (80-33D), and forward it to the precinct commander for approval. If approved, the City will charge you \$7 an hour and .95 cents a mile for: the drive from the precinct to your job location, for the vehicle use and time during the job, and the drive back to the precinct.

Q: Can I obtain an invoice, contract or do billing through the Phoenix Police Department?

A: No. The Phoenix Police Department does not take part in setting the rate, any contracts, or billing. Anything to do with money is worked out between you (business/citizen) and the coordinator.

Q: What information do I need to get the process started?

A: To start the process you will need to provide the following information to the Off-Duty Work Detail:

- Date(s) officers are needed
- Hours officers are needed.
- Business name if it applies.
- Full mailing address.
- Phone number.
- Location address where officers are needed.
- Number of peak attendees if a security event.
- Number of officers requested.
- Will alcohol be served?
- Any other information important to the job request.

The first step is to contact the Off-Duty Work Detail. After providing information for the job, approvals by the Department are obtained before the job is assigned a coordinator and the job can be worked.

You may also request a specific officer to coordinate the job at this time or you may allow us to select one for you from our rotating list of officers we maintain.

Q: Now that I am ready to hire off-duty officers, who do I contact?

A: Call the Off-Duty Work Detail at 602-262-7323 for assistance or send an email to: offdutydetail.ppd@phoenix.gov

Q: What do I do if I am calling on a holiday, weekend, or after hours and I need an off-duty officer in an emergency?

A: You would call the Phoenix Police Information Desk at 602-262-7626 for assistance.

If, you have additional comments, suggestions, or questions regarding the officers or their responsibilities please call or email the Phoenix Police Department's Off-Duty Work Detail:

Phoenix Police Department
Off-Duty Work Detail
620 West Washington Street
Phoenix, Arizona 85003
(602) 262-7323
offdutydetail.ppd@phoenix.gov

